

MICHIGAN STATE UNIVERSITY
University Committee on Undergraduate Education
DRAFT MINUTES

Thursday, September 6, 2018

10:15 A.M. to 12:00 P.M.

Board Room, 4th Floor Administration Building

Attending: Rich Bellon, Andrew Corner, Mary Juzwik, Mark Largent, Gina Leinninger, Sheng-Mei Ma, Norbert Mueller, India Plough, Doug Bessette, Steve Shablin, Emily Tabuteau, Antoinette Tessmer, Elizabeth Webster,

Absent: Stephanie Cohen, Jan Eberle, Katie Ruger, Janette Vani

Motion to Establish Taking of the Minutes passed unanimously;

The secretary for the Associate Provost for Undergraduate Education shall attend Committee meetings and prepare minutes for review and approval by committee membership. Meetings will be audio taped for purposes of verification of information when composing minutes.

The agenda was approved.

The minutes were approved for April 26, 2018.

Comments from the Interim Associate Provost for Undergraduate Education

Associate Provost Interim Associate Provost Largent welcomed members to the new academic year. UCUE members introduced themselves and the college/unit they represent. Interim Associate Provost Largent commented that effective Fall, 2019 MSU will move to a block tuition model which will be a set dollar amount covering between 12 – 18 credits. This new structure will require numerous policy changes.

Comments from the Chairperson

Chairperson Bellon informed members that in addition to numerous curriculum requests, this year UCUE will be reviewing new systems for instructor evaluation as well as a new student information system.

Chairperson Bellon discussed UCUE's Operating Procedures and referred UCUE members to the following handouts:

- Handout A: MSU's Bylaws for Academic Governance; Chairperson Bellon discussed the delegated, advisory, and shared authority that UCUE has for particular matters related to undergraduate education.
- Handout B: Parliamentary Procedure Online: ParliPro.org; Robert's Rules Online; and Resource Information on Parliamentary Procedure and Robert's Rules of Order from MSU's Office of the Secretary for Academic Governance

The following motion for voting via email passed unanimously.

The committee agrees to allow the chairperson the flexibility to craft final language for motions and documents and to take votes by email on issues already discussed with the provision that if any one member objects, the issue will return to the agenda at the next meeting. A quorum [of voting committee members] is required for the vote to be valid.

The following motion for additional meetings passed unanimously.

The committee agrees to allow the chairperson the authority and autonomy to call additional meetings.

The following motion for procedure for granting and removing voice for visitors passed unanimously.

The committee agrees to allow the chairperson to grant and remove voice for visitors to UCUE meetings without a formal committee vote.

Chairperson Bellon referred UCUE members to Handout C: UCUE Procedure Regarding Public Comment.

The following motion for public comment procedure passed unanimously.

The University Committee on Undergraduate Education will continue to use the Procedure Regarding Public Comment as approved by UCAP on November 19, 2009, to guide public comment in UCUE meetings 2018-19.

The following motion for UCUE Member Substitutes – Voting Rights passed unanimously.

Member substitutes-i.e., members of faculty or students who are a part of the same constituency as the elected member-shall be allowed the same voting rights as the committee members at that meeting. Constituencies will determine how committee substitutes are chosen.

Request for Revision of the MSU Graduation Requirement for Mathematics (Action Item)

Keith Promislow, Chair, Mathematics, College of Natural Science

The committee granted voice to Chairperson Promislow.

Chairperson Promislow stated that this request seeks final approval from UCUE and is part of a large reform effort that has been underway for two and a half years. This request eliminates MTH 1825 and replaces the course with a two semester mathematics sequence of MTH 103a and MTH 103b. The first semester is pass/fail and the second semester is for a grade. MTH 103a and MTH 103b would then be used to satisfy the math requirement for the University. Interim Associate Provost Largent stated that 103a and b are already being offered and the University is moving forward based on affirmative decisions by the University's governance bodies.

A discussion took place regarding the possible confusion of language referring to a student waiving into or testing out of a course as well as placing into or out of a course. It was determined that students don't refer to catalog copy and they will receive advising and easy to read documentation about the University's mathematics requirement in a flow chart and other printed materials at Academic Orientation.

Discussion also took place that MTH 112 should be eliminated since it has not been offered for many semesters. It was noted that this course was an early attempt at a quantitative literacy course.

Voice was removed from Chairperson Promislow.

The following motion passed unanimously.

The University Committee on Undergraduate Education duly considered and endorsed the Request for Revision of the MSU Graduation Requirement for Mathematics.

Request for an Extension on the Moratorium on Admission to the Minor in Creative Writing (Action Item)

Ellen McCallum, English, College of Arts & Letters

The committee granted voice to Dr. McCallum.

Dr. McCallum stated this request is to extend the existing moratorium to 2020. She explained that this Creative Minor was approved at a time of instability in the department due to interim leadership, retiring and new faculty. Subsequently, a new Chairperson has been hired. This extension is needed for new faculty to consider how the minor fits in to the English major and assess existing resources without enrollment pressures.

Voice was removed from Dr. McCallum.

The following motion passed unanimously.

The University Committee on Undergraduate Education duly considered and endorsed the request for an extension on the Moratorium on Admission to the Minor in Creative Writing.

Request for a Moratorium on Admission to the Minor in Religion in the Americas (Action Item)

Arthur Versluis, Chair Religious Studies, College of Arts & Letters

The committee granted voice to Chairperson Versluis.

Chairperson Versluis stated that the moratorium is being requested because there are no students currently enrolled in the minor. The department thought there would be interest in the minor due to the focus of the Americas, however all students enrolled in the general minor instead.

Voice was removed from Chairperson Versluis.

The following motion passed unanimously.

The University Committee on Undergraduate Education duly considered and endorsed the Request for a Moratorium on Admission to the Minor in Religion in the Americas.

Request to Phase Out and Discontinue the Computer Science Disciplinary Teaching Minor Available for Elementary and Secondary Teacher Certification (Action Item)

Chairperson Bellon stated that due to the nature of this discontinuance, representation from the department of Engineering was not necessary and Associate Dean Buch agreed. This Teaching Minor has been discontinued since it is no longer compatible with the State of Michigan teaching requirements.

The following motion passed unanimously.

The University Committee on Undergraduate Education duly considered and endorsed the Request to Phase Out and Discontinue the Computer Science Disciplinary Teaching Minor Available for Elementary and Secondary Teacher Certification.

Request to Change the Admission Requirements for the Bachelor of Science in Nursing Accelerated Second Bachelor's Degree Program (Action Item)

Carol Vermeesch, Program Coordinator and Instructor, College of Nursing

The committee granted voice to and Ms. Vermeesch.

Ms. Vermeesch stated that this is a second degree program for students with an existing BA degree in another field and they would like to earn a BA in Nursing. She stated it is a competitive, fifteen month

program with cohorts in E. Lansing and Detroit. The College of Nursing would like to have a more diverse applicant pool and a more holistic admissions process.

Ms. Vermeesch stated that in regard to admissions, applicants may have a low gpa on their undergraduate degree or a graduate degree that is not looked at for admission. This department is proposing to have a 12-credit reset for students needing to reset their gpa in order to be competitive. The 12-credit reset gpa is not combined with the existing undergraduate gpa. It is reviewed separately. She noted this is 12 credits beyond an applicant's existing BA.

UCUE discussed the list of courses that is given as a suggestion for students to take who may have been away from college classes for ten or twenty years as well as how applicants' courses are weighed for the admissions process.

Voice was removed from Ms. Vermeesch.

The following motion passed unanimously.

The University Committee on Undergraduate Education duly considered and endorsed the Request to Change the Admission Requirements for the Bachelor of Science in Nursing Accelerated Second Bachelor's Degree Program with the following two friendly amendments:

- On page labeled, "Insert 1," remove the last sentence that begins, "Prerequisite or general education course... "
- On page 3 of the Request Form, first paragraph, last sentence to read, "Completion of the following prerequisite courses is required for admission: (ANTR 350, CEM 141, MMG 201, NUR 300 or NUR 301, PHM 350, PSL 250 or PSL 310, and STT 200). Applicants must have earned a minimum grade of 2.0 in each of them.

Request for a New Minor in Social Science Data Analytics (Action Item)

Walter Hawthorne, Associate Dean, College of Social Science

Tim Vogelsang, Chair, Department of Economics, College of Social Science

The committee granted voice to Associate Dean Hawthorne and Chairperson Vogelsang.

Associate Dean Hawthorne stated that the College of Social Science has a curriculum that requires students take an approved interdisciplinary minor and the College would like to add this minor to the list. All interdisciplinary minors have entry, middle, and exit courses. This minor is seen as critical to a number of existing majors. The purpose is to give students the tools they need to apply computational data analytics to solve important questions in the social sciences.

Associate Dean Hawthorne stated that the minor will be closed at first and after assessing capacity, open the minor to all MSU students.

Discussion took place regarding the various levels of difficulty for the middle courses being offered in the Minor. It was stated that the course options are to provide disciplinary flexibility for a number of students. Further discussion focused on if the minor could be qualitative and/or quantitative.

Voice was removed from Associate Dean Hawthorne and Chairperson Vogelsang.

The following motion passed unanimously.

The University Committee on Undergraduate Education duly considered and endorsed the Request for a New Minor in Social Science Data Analytics with a friendly amendment to change the name to, “Minor in Social Science Quantitative Data Analytics.”

Request for a New Minor in Sustainable Bioproducts Science and Technology (Action Item)

Dave McFarlane, Professor, College of Agriculture and Natural Resources

Mojgan Nejad, Assistant Professor, College of Agriculture and Natural Resources

The committee granted voice to Dr. McFarlane and Dr. Nejad.

Prof McFarlane stated that many new bioproducts are being created out of wood. The departments of Chemical Engineering, Construction Management, and Biosystems Engineering have been working together to create a new, transcriptable Minor that would be attractive to students in many majors such as Forestry and Materials Sciences. The automotive industry is researching ways to build wood dashboards out of bio plastics. Cross laminated timbers are now being used in the construction industry. It was noted that Forestry 212, a new introductory course with no prerequisites, is being created for the Minor.

Voice was removed from Dr. McFarlane and Dr. Nejad.

The following motion passed unanimously.

The University Committee on Undergraduate Education duly considered and endorsed the Request for a New Minor in Sustainable Bioproducts Science and Technology.

Roundtable

Steve Shablin stated that over the next 12 – 18 months MSU will be implementing a new Degree Audit system to replace Degree Navigator. Secondly, a new Curriculum Management Software would be implemented. Implementation of these two systems are the first steps toward replacing the University’s Student Information System (SIS). SIS, the larger of the two systems, manages registration, academic records, degree requirements, transcripts, class lists, and grading, among other things, and is approximately three to seven years away from being implemented. A new Degree Audit system, which would be a part of SIS, is approximately one and a half to two years away from implementation.

Elizabeth Webster stated that the MSU Library has a new Director, Joseph Salem Jr. from Pennsylvania State University. He is currently meeting with the Deans.

Andrew Corner announced that Bill Beekman has been named as MSU’s Athletic Director.

Respectfully submitted by Lynne Frechen.